



## **LHEDC BOARD OF DIRECTORS' MEETING MINUTES**

### **THURSDAY – MARCH 16, 2020 – 5:00 PM**

### **2801 Ranch Road 1869**

#### **CALL TO ORDER**

Liberty Hill Economic Development Corporation Board of Directors' meeting was called to order at 5:04 PM on March 16, 2020 at 2801 Ranch Road 1869 in Liberty Hill, Texas by John Johnston – President. Invocation was given followed by reciting the Pledge of Allegiance and Texas Pledge. **Members Present:** John Johnston; John Clark; Eric Bailey; Jack Harkrider; Liz Rundzieher and Jamie Etzkorn. Quorum was met. **Staff and Others Present:** Lance Dean; Becky Wilkins and Barbara Zwernemann.

#### **CONSENT AGENDA**

**Consent Agenda items are enacted by one motion. OUTCOME:** On motion by Jack Harkrider and second by John Clark, the Board approved the minutes of the February 13, 2020 LHEDC meeting as presented. **Motion passed on vote of 6 AYES, 0 NAYS, and 0 ABSTENTIONS.**

#### **REGULAR AGENDA**

**Discussion and Possible Action on finances / financial status of the Liberty Hill Economic Development Corporation presented by Becky Wilkins – Finance Director; providing for conveyance of said funds from EDC / City funds (Classic Bank) for presentation and formal acceptance by the LHEDC Board. OUTCOME:** Becky Wilkins – Finance Director spoke to the LHEDC Board her final overall monthly financial report for LHEDC since the Board has determined it is best for LHEDC to separate somewhat from City operations. She presented a check to the LHEDC which included all funds from the EDC account(s) at Classic Bank. Discussion was held. Motion was made by John Clark with second by NAME approving the Finance Report. Eric Bailey – Treasurer will provide financial reports and updates to the Board. **Motion passed on vote of 6 AYES, 0 NAYS, and 0 ABSTENTIONS.**

**Discussion and Possible Action on setting a specific day of the month and time of day for LHEDC Board meetings; providing for continuity of meeting dates / times. OUTCOME:** J. Johnson – Board President stated he wants to establish a set day and time of each month for the LHEDC Board in order to provide continuity and assist Directors with their schedule. Discussion was held. Jack Harkrider made a motion to continue the LHEDC Board meetings on the second Thursday of each month at 5 PM; second was made by John Clark. After the meeting invitations can be scheduled in advance. **Motion passed on vote of 6 AYES, 0 NAYS, and 0 ABSTENTIONS.**

**Discussion and Possible Action on assessing potential changes of LHEDC operations which might occur since LHEDC Board and Executive Director will be overseeing operations; providing for continuity. OUTCOME:** The Board will develop a list of potential changes resulting from the Board managing their own operations.

**Discussion and Possible Action on reviewing the LHEDC Bylaws to ascertain if there are needed changes and / or updates needed to the current Bylaws. OUTCOME:** Board President – J. Johnson reported a copy of the Bylaws were distributed to all members of the Board for review as preliminary preparation for possible updating of the LHEDC Bylaws. For some time the Board has discussed review / amending the Bylaws to see if changes are needed. Since the Board is management its day-to-day operations a few changes may be in order.

### **CONVENE – EXECUTIVE SESSION**

President – John Johnston convened the Liberty Hill EDC Board to Executive Session for Personnel Matters - Texas Gov Code §551.074 at 5:47 PM. No action was taken in Executive Session.

Determine renewal of the Executive Director's Employment Agreement. (Personnel Matters– Texas Government Code §551.074).

### **RECONVENE – REGULAR SESSION**

President – John Johnston reconvened the Liberty Hill EDC Board to Regular Session at 7:09 PM following discussion of Personnel Matters.

Discuss and consider renewal of the Executive Director's Employment Agreement. (Personnel Matters– Texas Government Code §551.074). **OUTCOME:** Board President – J. Johnson stated he would entertain a motion regarding renewal of the Executive Director's Employment Agreement. On motion and second, the Board voted for non-renewal of the LHEDC Executive Director employment agreement with effective date of April 27, 2020; employment agreement will no longer be used for this position.

### **ADJOURNMENT**

On motion by [ Jack Harkrider and second by John Clark the meeting adjourned at 7:29 PM, there being no further business. **OUTCOME:** Motion passed on vote of 6 AYES; 0 NAYS; 0 ABSTENTIONS.

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Jamie Etzkorn – LHEDC Secretary